

## **Minutes of the Meeting of Milton Parish Council held on Monday 1<sup>st</sup> December 2014 at 7pm in the Bowls Pavilion**

**Present:** JE Coston (chair) A Bradnam A Dark RJ Farrington G Heaney (7.41pm)  
M Hersom (7.39pm) J Mowatt HM Smith D Stirrups RT Summerfield I Tyes  
D Geasor Bob Waters (Item 7)  
County Councillor Maurice Leeke (8:45pm)

### **1 Welcome and Apologies for absence:**

D Chamberlin – personal; IF May– personal; M Perkins – personal.

### **2 To accept and approve Minutes of the Parish Council meeting of 3<sup>rd</sup> November 2014**

The Minutes were received and signed as a true record.

### **3 Public Participation – members of the public are invited to speak.**

No members of the public present.

### **4 Declarations of interest and dispensations**

#### **a) To receive declarations of interest from councillors on items on the agenda.**

Item 6 – AB member of South Cambs District Council Planning Committee

Item 17 – JEC cheques for stationery and office expenses

#### **b) To receive written requests for dispensations for disclosable pecuniary interests (if any).**

#### **c) To grant any requests for dispensation as appropriate.**

### **5 Clerk's report**

#### **From previous meetings:**

Reinstating Humphries Way bund/daffodils: Email sent to Mike Davies, Cambs County Council. Noted that Milton sign has not been re-instated. See County Councillor's report (Item 15) for further information.

Street-lighting along Ely Road: Ongoing.

Relocating Waggon & Horses bus stop: Some responses from residents received, awaiting others and item will be put on future agenda.

Reports of faults to the gym equipment: Ongoing.

Field by allotments/rent: Ongoing.

Parking in the Rowans: Ongoing. DS reported road accident at north entrance to The Rowans which was due to parking issues.

Remembrance Day: JEC reported that this year's ceremony was particularly nice. It was good to see so many children from the school who had made their own poppies. Crosses were also laid on the previous Sunday by Explorer Scouts.

2015 Committee budgets: Reminder to committees to meet to agree budgets for next year.

#### **New items:**

WiFi for PCSO: PCSO John Mason inquired about use of parish office's WiFi. He said the goal was for any police officer to use it. David informed him that parish council had concerns about password control and firewall protection. Email from our webmaster Paul

Oldham who voiced concerns both for security and administrative reasons. Item to be put on January parish council agenda, along with WiFi at Milton Youth Club building.

Residents' issues: Three emails received from residents:

- Concern about the condition of the white lane markings on the A10/A14 roundabout: County Councillor Maurice Leeke reported that Highways was on the case.
- Concern about leaves and parking from resident: JEC to address.
- Driving instruction being conducted in car park outside parish council office: To be passed onto MCC as they are responsible for the car park.

Cemetery fly-tipping: A load of soil (and other materials) was illegally dumped in the layby outside the cemetery gate the night of 17<sup>th</sup> November/early morning 18<sup>th</sup> November. The police were notified (Incident no. 187) and fly-tipping report made to South Cambs District Council. The soil was cleared by South Cambs DC on Wednesday 19<sup>th</sup> November.

Cemetery update: Work to mark out remaining graves with bricks now partially completed. Anomalies noted which need to be resolved. Issues with grave diggers to be addressed.

Community Care grant: Application form arrived. Community Care Committee to oversee.

Office updates: JEC reported on changes to office and noted that she would be delegating items to Committee Chairs to oversee.

Request for meeting: Request from Cambs County Council Cycling Projects Officer John Stanley to attend parish council meeting to discuss cycling improvements from Jane Coston Bridge to Winship Road. Item to be placed on January parish council agenda.

## 6 Planning

The Minutes of the Planning Committee meeting of 17<sup>th</sup> November 2014 were received. AB noted that South Cambs District Council Planning Committee had made a site visit for application S/2295/14/FL (single storey extension to veterinary practice).

### Decision received

S/2304/14/FL Mr Robert Gawthrop – New Close Farm, Butt Lane, Milton – Erection of industrial building (B1 Use Class): **REFUSED (inappropriate development in the Green Belt)**

### New applications

S/2555/14/FL Mr Alex Markham – 10 The Oaks, Milton – Alteration to front conservatory to create pitched roof lean to front extension: **APPROVED.**

S/2701/14/PH Mr & Mrs D Garden – 102 The Rowans, Milton – Single storey rear extension: **FOR INFORMATION ONLY.**

## 7 Maintenance

Allotments: Final notice was served on the last tenant to remove offending conifers and tenant has begun to remove them.

Tree work: It was **AGREED (propose DS; second AB)**

**to suspend Standing Orders at 7.30pm to allow Bob Waters to address the council.**

Bob Waters noted that he and fellow resident Roger Day conducted a survey of the village every October concerning tree issues which he followed up with a report to Town & Country Tree Surgery Company (the parish's tree contractor) and the parish council. Residents were encouraged to report problems with trees. BW advised the council to accept the recent Town & Country quote of £2,800.00 + VAT for tree work at Coles Road Recreation Ground, Cambridge Road/Coles Road junction, The Sycamores Recreation Ground, Butt Lane and Willow Crescent. It was **AGREED (propose JEC; second RF)**

**to accept the Town & Country quote for £2,800, with HMS to vire the Tree's Budget difference from Major Projects.**

It was recommended that the future Tree's Budget be £3,000. BW noted that a resident had complained about the state of the right-hand side of the passageway from Gunnell Close to Woodman Way. BW conducted a site visit and recommended that Buchans (the parish's landscaping contractor) clear shrubs and ivy and seed the area with grass. It was **AGREED**

**to have Buchans grub out and grass the right-hand side of the passageway from Gunnell Close to Woodman Way.**

JEC thanked Bob Waters and Roger Day for all their hard work on behalf of the village. It was **AGREED**

**to resume Standing Orders at 7.47pm.**

## **8 Staffing:**

It was **AGREED (propose DS; second RF) [Public Bodies (Admission to Meetings) Act 1960]**

**to exclude members of the public at 7.52pm owing to the confidential nature of the business.**

The meeting re-opened at 8.45pm.

## **9 Finance & Administration**

The Minutes of the Finance & Administration Committee meeting of 10<sup>th</sup> November 2014 were received. HMS gave a verbal report on the interim internal audit; awaiting auditor's written report.

Pay Award: There is a complicated deal agreed with unions nationally which is a 2-year deal at 1%, and South Cambs District Council has agreed to pay 1% for 2014-15 and 2015-16, with this year's back-dated to April. It was **AGREED (propose RTS; second HMS; abstain JM)**

**to grant same pay award to parish council staff.**

Responsible Financial Officer: The internal auditor recommended that the parish council agree arrangements for an emergency acting Responsible Financial Officer (RFO). It was **AGREED (propose IT; second MH)**

**to delegate the functions of Responsible Financial Officer (RFO) in the absence of**

**the clerk to the Finance & Administration Committee (including retrospectively), with a minimum quorum of two members.**

New National Association of Local Councils (NALC) financial regulations: to be adopted at January 2015 parish council meeting (agenda item for January).

Unity Trust Bank: HMS reported that the Unity Trust Bank account is now open, and both the cheque and receipt books had arrived. It was **AGREED (propose HMS; second RJJ)**

**to transfer £20,000 to Unity Trust Bank account (from the CBS reserve account).**

The following report was received from HMS, Chair of the Finance & Administration Committee:

### **Work at the Parish Council Office**

Gemma has now been away for 4 weeks, initially on a week's holiday and since then on sick leave. As Chairman of the Finance Committee, I recognised that we had to keep the Parish finances on track, and I have learnt Scribe, and have been putting in invoices and paying bills and our staff.

This may be something that you should retrospectively give me permission to do. My rough reckoning is that since the start of November I have spent 37.5 hours (to 21<sup>st</sup> Nov). Initially I had to prepare the bills for payment for the extra meeting of the Finance Committee on 10<sup>th</sup> November. I also realised that our 1-year bond with Shawbrook Bank was due for renewal on 17<sup>th</sup>; we discussed that at the meeting, and it has been rolled over for another year at 1.5%.

Cash and cheques had been accumulating while Gemma was on holiday as this was the time for allotment payments to come in, and also Community Care quarterly payments. We have used the new receipt book this time, and paid in the cash and cheques as soon as we could. We had agreed back in September that the end-of-year balance in the CBS Community Care account should be moved to our current account, so I actioned that. We also moved £50,000 from the precept into our CBS reserve account, as we usually do.

With the budgeting for next year coming up, I have corrected the figures in Scribe and made sure everything is under the correct category. I have put in template invoices for regular transactions, which is considered good practice. I have also recoded many of the invoices and split up ones that should have been categorised to more than one budget code.

I have revised the VAT form 126 return for July to September, but not yet submitted it as I think Gemma has to sign this as she is our RFO.

I prepared the wages for 21<sup>st</sup>, using HMRC Basic Tools, and implemented Gemma's increase from July as agreed in her contract (on successful completion of her 4-months probationary period). The tax and NI seem to be paid to HMRC quarterly, so that is not yet due.

I've put the invoices in alphabetical order within each month so everything can be found easily.

The current file of bank records went back to 2012, so I have started a new file, including Unity Trust Bank. The paperwork for applying for the Unity Trust account had all been signed, so I checked and completed it, sent it off and the account is now open. Our regular

direct debits will be transferred across from the Co-Op Bank, and that account will then be closed. Unity Trust allows much more to be done online.

Mirroring what I have done with the finances, Jane has done a tremendous amount of tidying in the office and has thrown out a lot of unneeded papers.

We are now making sure there are backup records for the parish council computer, including Scribe.

## **10 Land Group**

The Minutes of the Land Group meeting held on 10<sup>th</sup> November 2014 were received. JEC reported that the football pitches are halfway completed: they still need to be levelled and stones taken off, with grassing next year. As Bellway plans to leave the site in January 2015, both the parish solicitor and the pitch advisor (Peter Jones) will be asked to tell the parish council what still needs to be done so that all outstanding matters will be noted before any responsibility is passed on to the parish council. One such item is drainage of the pitches. Peter Jones has asked Bellway who is responsible for drainage but has not received a reply; JEC to chase up.

JEC reported on meetings with the parish solicitor held on 17<sup>th</sup> and 26<sup>th</sup> November 2014. The solicitor has revised Bellway's draft of the Deed of Variation to the S106 Agreement which will stipulate that the parish is to receive the freehold (rather than leasehold) of the recreation area (pitches, pavilion and car park). The solicitor slimmed down Bellway's draft, taking out clauses which were suited to the leasehold rather than freehold. It was **AGREED (propose DS; second GH)**

**to earmark a further £4,000 for legal fees.**

In light of the discussion about the Deed of Variation, it was **AGREED (propose DS; second MH; abstain GH)**

**to re-confirm the parish council's decision to take the freehold of the recreation area.**

JEC had also shown the parish's solicitor the S106 indemnity received from South Cambs District Council which stipulated that the parish was to receive Bellway's £50,000 Public Art contribution. It was **AGREED (propose GH; second MH)**

**to sign the S106 indemnity for the £50,000 Public Art contribution and accept all other S106 monies (e.g. for new bus stop) subject to legal advice (if required).**

## **11 Footpaths meeting**

The report from the Parish Partner Networking meeting held on 6<sup>th</sup> November 2014 was received.

### **Footpaths - Parish Partner Network Meeting, Whittlesford Memorial Hall, 6/11/2014**

**Rights of Way/Countryside:** Kate Day

**Rights of Way Officers:** Peter Gaskin (Whittlesford Depot)  
Rob Kemp  
Karen Champion (Witchford Depot)

**Attendees from Milton PC:** David Stirrups and Anna Bradnam

Report all footpath problems via the “Report a Highways Problem” on the CCC website or by telephone on 0345 345345.

See [http://www.cambridgeshire.gov.uk/download/downloads/id/839/p3\\_parish\\_powers](http://www.cambridgeshire.gov.uk/download/downloads/id/839/p3_parish_powers)  
“List of selected Parish Council powers relating to public rights of way and open space...”

Parish representatives raised various questions, which were answered by the team.

**Q - Footpaths in the area where Northstowe is planned are likely to be urbanised by improved surfaces and temporary or permanent diversions. What can be done?**

A – Engage with the Planning Officers at SCDC. When pathways are diverted, it is usually for a minimum of 6 months and usually 1 year. Developers can apply for a temporary closure for 6 months, which is renewable, twice, making a total of 18 months. The landowner owns the land but CCC is liable to maintain the footpath.

**Q – Where solar farms are built, often cableways are put down public RoW. What protection is there for the reinstatement of a good path surface?**

A – The planning process should ensure that any RoW is restored to its former state.

**Q – If a route has been used as an informal path for a long time, can it be formalised?**

A – If it has been used for 20 years, the public can make an application for it to be registered as a RoW.

Note that under Section 31 a landowner can apply to establish no right of way. So if an informal path has been used without the landowner’s permission, the landowner is allowed to re-establish their rights (of privacy and ownership) which avoid such an informal path being registered as a Right of Way.

**Q – Can a permissive path be upgraded to a RoW?**

(The example given was the permissive path from Milton to Landbeach which crosses County Farms land which is leased to private tenants.)

A – It is up to the tenant to make the application to register, because if the path is established as a RoW, the tenant would have to take on the obligations for upkeep of the RoW. In the case of this path it would have to be agreed between the Parish Council and the tenant. (County Farms would provide the name of the tenant.)

**Q – Alternative paths - If a farmer puts up a sign asking the public to “Please walk on my tractor path” (rather than on a public RoW) can the landowner then reclaim the original RoW?**

A – The Stewardship Scheme is managed by Natural England...

The RoW is registered on the definitive map. If anyone wants to divert a registered RoW they have to apply to divert it or establish a new route.

**Q – Permissive bridleway (?) OK for pedestrians but not for horse-riding.**

I think the point was that if a permissive bridleway has been established but the surface is not sufficiently robust to handle the horse-traffic, it should be reported via “Report a Highways Problem” on the CCC website or by telephone on 0345 345345. Officers can then consider if they need to review the registration.

**Q – If a RoW runs on the boundary between two owners’ lands, who owns it?**

A – Each landowner owns up to the middle of the RoW, in the same way that riparian ownership of rivers and ditches works, with each landowner, owning land up to the middle of the river. In the case of the footpath on the boundary, the public have the right to use the ‘highway’, that is the right of way.

**Q – Who is responsible for maintenance of the RoW?**

A – Cambs. County Council has an interest in managing vegetation and any tarmac or metalling on the RoW. The Parish Council is responsible for maintenance of footpaths (generally) in the core of the parish but the County Council tend to be responsible for the footpath “out in the countryside”. Highways deal with tarmac.

Cambs. County Council cuts vegetation twice a year, in May and July. If there is money available they may do another cut in August.

In 2014 they did the first cut and planned to cut again in July but didn't manage to get back until (the timing of the normal 3<sup>rd</sup> cut in) Sept/Oct. They hope to establish cyclical maintenance for **verge cutting, gully emptying and white lining**

Parishes have powers to do additional cuts if they wish.

**Q - Who pays?**

One parish has undertaken maintenance of paths as part of the Parish Network

But if they had not, the cost of maintenance would have fallen to Cambs. County Council...

A – Cambs. County Council cannot afford to do this work, so if a parish wishes to maintain paths, they need to ask the landowner to help. With agreement of CCC, it can be cheaper for parishes to seek funding for local maintenance from CCC, then the parish to pay the landowner to do the work. (I think. AB)

**Q – Who is responsible for Cycle paths and the Guided Busway path?**

A – Highways. If you think a cycle path needs grass-cutting, especially if the dis-lighting has become over-grown, contact the Highways Officer to check that it is on their list ‘to do’.

Report any problems online (CCC homepage/Travel, roads, parking/Roads and pathways/

Report a highways problem)

**Q – Is there a map of footpaths?**

A – The definitive map is help on the CCC website at

<http://my.cambridgeshire.gov.uk/?tab=maps>

You can select different layers to look at different types of RoW.

**Q – Paths at Northstowe.** The planning team have made a bid for £2 million from the developer to improve RoW in the area but there is a conflict between the metalling needed for a cyclepath and the rural path needed for a horses and pedestrians.

A – They key is to identify the primary function of the route. Three types of surface are recognised depending on the route's primary purpose:

Cycle paths - road planings/tarmac, drainage and street lights

Bridleways – 4m width minimum

Footpaths – 2m width minimum

**Q – How soon should farmers re-instate footpaths that have been cultivated?**

A – Farmers should re-instate cross-field footpaths within 14 days, at a minimum width of 1 metre. In practice, the easiest thing to do, is once they have finished cultivation, run a tractor across the field immediately, to indicate the line of the path (otherwise they can expect walkers might stray from the registered RoW.)

Once the crop has grown, they must clear a path a minimum of 2 metres wide or mark it with canes. This is especially important if a path goes over the brow of a hill and the far end cannot be seen from the outset at the field edge.

If a walker cannot see the path, or if the path is not useable (if it has not been marked or cleared) a walker has the right to a) walk across where they think the path should be according to the map, or they have the legal right to divert around the crop.

### **Q – What about signage?**

A - Cambs County has a statutory duty to sign footpaths from the road (They do not have to sign in the countryside) but the footpath should be clear and visible. It is in the landowner's interest that the route should be clear. The rule of thumb is "Would a newcomer know where to go?"

If you want a footpath to be marked, ask the local farmer if they will, or if they would be happy for someone else to do way-marking.

Posts – ask the farmer if they would provide or ask the parish council.

CCC will provide materials (discs etc) for way-marking.

### **Q- Peter Gaskin - how do you divide up your work?**

A – Peter divides his work into four 'rounds' and tends to work 1 day/wk on each round, namely

- 1) Horningsea to Dry Drayton area
- 2) Bourn, Gamlingay, Guilden Morden and Tadlow area
- 3) GM (Guilden Morden?) to Teversham area
- 4) The rest of the area to Castle Camps

### **Q – What should we do if four-wheel-drivers are flouting a seasonal closure notice on a bridleway?**

A – **Bridleways** are meant for walkers, horseriders and bicyclists. Bicyclists are expected to give way to walkers and horseriders.

### **Byways Open To All Traffic (BOAT)**

These byways are normally marked "byways" and are open to motorists, bicyclists, horseriders, motorcyclists and pedestrians. As with public tarmac road networks, motorists must ensure that they are legally authorised to use BOATs (i.e. registered, taxed, insured and MoT'd).

Sometimes bridleways are closed to certain types of traffic at particular seasons.

The police should enforce seasonal closures but it is low on their priority list.

The best thing is to log incidents with the police, so they build up a file of evidence with which to prosecute those who persistently ignore the closure order.

### **Q – Who can help us with work on a RoW?**

A – The Community pay-back team can do work on RoW providing there are toilet facilities nearby. The Scouts and those doing Duke of Edinburgh Awards will often provide labour for footpath improvement.

## **12 Milton Air Quality Working Party**

The report of the Milton Air Quality Working Party meeting held on 24<sup>th</sup> November 2014 was received.

### **Milton Air Quality Working Party, report of a meeting 24 Nov 2014**

The working party met with Sarah Hartley (Environment Agency) on 24 Nov. Sarah presented four reports for the Milton Landfill site from May and August 2014 (published) and gave a verbal update of more recent reports. The operator is working through an action plan of remediation works which had been prompted by residents' complaints during the summer. We were advised that this work might cause transient odours as the work progressed. However there have been a number of additional, serious breaches of conditions, which have caused significant odours off-site in October affecting Impington and Milton and these have been reflected in reports on the Village Air Quality Monitor website. A revised action plan was required in October to deal with leachate and fugitive gases. As a result the site is currently in Band D and is categorised as a site of high public interest by the EA. There were significant odours on Butt Lane on the evening of the meeting. During October the EA were monitoring the site weekly and this has reduced



to fortnightly at present. The EA will review the site's overall scoring at the end of November. MAQWP thanked Sarah for her diligence and quick response when monitoring the site.

The MAQWP plan to have a liaison meeting in Milton in late February 2015 and are seeking dates from the operator in the first instance. As requested in the recent Village View magazine, residents expressing concern over odours who give their contact details to Hazel Smith (tel 860752; email: [hazel.smith@miltonvillage.org.uk](mailto:hazel.smith@miltonvillage.org.uk)) will be notified of the date.

### **13 Sycamores Car Park resurfacing**

IT reported that a Sport England 'Inspired Facilities' grant may be suitable. Grant is for £20,000-£75,000 and will potentially cover full cost of resurfacing. The landowner must apply. Two deadlines per year (November and June). IT to liaise with RJF over quotes.

### **14 MCC report**

AB noted there was discussion on Milton Chat about noise at MCC on a Saturday night. RJF noted that there is a mobile phone number on the door to contact in an emergency.

## Community Centre Report – November 2014

### Maintenance/Improvements:

Work is ongoing with filling the pot holes in the car park at The Sycamores Recreation Ground.

Work has been carried out to the tennis courts to form a viewing area.

### Bookings:

There are 4 children's Christmas parties during December (EACH + District Beavers + District Cubs + Milton Child-minders).

The new Summer Fayre Committee are holding a family disco on New Year's Eve, which will hopefully prove to be a major success.

### Staff:

Nothing to report

### Youth Building:

Nothing to report

### Vandalism:

Nothing to report – hopefully, the Friday night problems we were experiencing at The Sycamores rec have been eradicated with help from the police.

### Parish Emergency Plan:

This was nearly called into use on Wednesday 19<sup>th</sup> November, following a train colliding with horses between Cambridge and Waterbeach. I received a call from Mike Hill, SCDC about the possibility of using MCC to house passengers during the evening, pending the arrangement of alternative transport. However, the incident was resolved without the need for us to be involved, but it is good to know that the reporting system worked.

### Christmas Closure:

The Community Centre and Annexe will be closed from 24<sup>th</sup> December, re-opening on Friday 2<sup>nd</sup> January (apart from the New Year's Eve Family Disco)

Andy Gray, Community Centre Manager, 20/11/2014

## **15 County Councillor's report**

County Councillor Maurice Leeke reported that:

- Highways Dept is on the case concerning the condition of the white line markings on the A10/A14 roundabout.
- He had written to the parish chairman and district councillors outlining proposals for the bund by the Humphries Way junction. Item to be put on January parish council agenda.

ML informed of vehicular accident at north end of the Rowans. ML to contact Highways Dept to ask for engineer to conduct an onsite visit to offer solutions to parking issues on The Rowans. JEC to inform councillors of date and time of onsite meeting.

## **16 District Councillors' reports**

### ***Councillors Report – December 2014 – Hazel Smith***

#### **Northern Fringe East (Chesterton sidings) planning**

As I reported last month, the Area Action Plan is now well underway, with consultation starting on 8<sup>th</sup> December, till 2<sup>nd</sup> Feb. There will be exhibitions in Milton and at nearby halls in the city.

#### **New Station Forum**

The planning conditions are being worked through, and work is progressing on the Guided Bus track extension over Milton Road to the station. Chris Poultney who was the officer who spoke to us about the planning application, has moved on, and the new man in charge of the project, and liaising with Network Rail will come to the Forum in January to report.

#### **South Cambs Finances – Medium Term Financial Strategy**

SCDC is discussing the budget for next year, and its plan for the next 5 years. This involves over £1m of savings each year on top of the £400,000 core costs that is to be saved this year (and every year from now on) by changing the refuse collection service.

#### **Hauxton remediation (the Bayer Crop Sciences site)**

The planning conditions are almost all satisfied now, and very soon the site will be released for development. There is to be a metre of clean soil spread over the site, and there are strict conditions regarding how in the future the remediated land below should not be disturbed. The houses and retirement complex to be built there will be built on concrete rafts, rather than any deeper foundations.

#### **Planning for Travellers**

The government has put out for consultation a document seeking to change the guidance for councils on Traveller planning applications. I have been in touch with groups of planning lawyers who campaign to help Travellers across the country, who are incensed at the proposals. The deadline was 11:45 on Sunday evening, 23<sup>rd</sup> November, and I first found out about this consultation only a week before that. We discussed it at Parish Council Planning Committee as a late item, and individuals were invited to make their responses.

It seems ridiculous that the district or county councils' proposals go out to consultation that is held in community halls around the area for things that affect people far less than this, and the government's consultation was just held by publishing these proposals on their website. They have recognised that many Travellers do not read and write, yet they have not made arrangements to consult with them in a way that they can participate in. I have also written to complain about this.

## **Pay Award**

There is a complicated deal agreed with the unions nationally which is a 2-year deal at 1%, and SCDC has agreed to pay 1% for 2014-15 and 2015-16, with this year's back-dated to April.

## **Living Wage**

The Finance portfolio holder at South Cambs has always prevaricated when asked about whether SCDC would commit to paying the Living Wage as a minimum, rather than the lower rates between that and the Minimum Wage that they pay evening cleaners. The argument was always that these workers were part-time and we had no full-time employees on the lower pay rates. Having been pressed several times by Lib Dems on this, and seeing that Uttlesford and Cambridge City have both adopted the Living Wage as the lowest rate paid, I am very pleased to say that the portfolio holder has now relented and announced this week that SCDC will also adopt the Living Wage.

## **District Councillor's Report for PC 1 December 2014 – Anna Bradnam**

(04 November - 01 December 2014)

### **SCDC Planning Committee – 05 Nov 2014**

The Committee considered 17 applications including,

- a single-storey extension at the Village Vets (approved)
- confirmation of a TPO on a Horse Chestnut Tree at 34 Fen Rd (approved)
- five solar farms, one of which was at Chittering Drove, Waterbeach (approved).

### **Cambridgeshire County Council Parish Partner Network Meeting - 6 Nov 2014**

David Stirrups and I attended the meeting about Footpaths. It was an open question and answer format and the subjects covered included - protection of paths where developments are planned across them, protection for permissive paths and under what circumstances they may be upgraded, ownership, cycle paths, maintenance responsibilities, reinstatement of footpaths that have been seasonally cultivated. See "List of selected Parish Council powers relating to public rights of way..." I have summarised the questions and answers in a report (Agenda Item 11).

### **SCDC Cabinet Meeting - 13 Nov 2014** considered items including:

- Governance arrangements for the Greater Cambridge City Deal. This looked at how SCDC will work together with the City and County (voting members) and Cambridge and Peterborough Enterprise Partnership and the University of Cambridge (non-voting members).
- Reviewed the Position Statement on Finance, Performance and Risk 2014/15 Q2. The % of 'major', 'minor', 'other' and 'major major' planning applications determined within the required no. of weeks had all significantly missed their targets. This was blamed on having insufficient staff. Two new posts were being advertised, funded by money from Solar Farm applications.
- Shared Services - Building Control is to be shared with Huntingdon District Council. Despite the point above, SCDC seem confident that they will be able to meet even more demanding targets.

### **SCDC Planning Portfolio Holder's Meeting (Cllr Robert Turner) – 18 Nov 2014** included:

- **Cambridge Northern Fringe East Area Action Plan** - Issues and Options Consultation. It described four options for levels of development. The intensity of odour from the Water Recycling Centre limited development in Options 1 and 2 but in Option 3 the Water Recycling Centre has contracted into a smaller, indoor facility and housing is proposed south of the busway and in blocks near the station. In Option 4 the WRC has been removed completely and the site is densely occupied with industrial units, offices and residential blocks nearest the station. The Household Waste Recycling Facility is in the north-west corner of the site in all options.

- **Neighbourhood Planning** – Histon and Impington, Caxton, Willingham, Linton and Hildersham and Gamlingay are preparing Neighbourhood Plans. It is a considerable undertaking and costly. Proposals for a Service Level Agreement between SCDC and PCs – defining the assistance that would be provided – was agreed.
- **Government Consultation on Planning for Travellers** was considered for adoption by SCDC. Travellers are currently permitted to have sites in the Green Belt because they are considered essentially temporary. In contrast, the public are not permitted to develop in the Green Belt. The proposals sought to define Gypsies and Travellers by the fact that they travel and to remove those who no longer travel from the planning definition of travellers. This would have the effect of forcing those who have ceased to travel, to apply for housing outside their Traveller site and therefore away from their family. This seemed counter-productive and discriminatory to this ethnic group and members opposed the adoption of the planning definition. Members were urged to respond to the government consultation directly, which both your District Councillors did.

#### **SCDC Update on Bayer Site at Hauxton – discharge of conditions – 20 Nov 2014**

As part of the planning approval for the Hauxton Site, certain conditions were applied; Condition 28 (Human Health) and Surface Water Drainage. Having taken a multi-disciplinary approach and employed independent consultants to advise what remediation would be necessary, and having consulted with Public Health England, and these conditions having been fulfilled, SCDC informed us of their intention to release Condition 28. The plans for surface water drainage had been approved by the Ecology Officer.

#### **Cambridgeshire County Council – A14 Update – 20 Nov 2014**

We were shown maps which modelled increases and decreases in projected traffic flow once the proposed upgrade had been built. This indicated an increase of traffic at the A14/A10 interchange of +11% (compared to a +252% increase at the Swavesey interchange.) Plans to deal with the additional traffic on Milton Road would be dealt with by the policy measures in the City Deal. The Transport Assessment Report would be published in 1-2 weeks (by 4 Dec).

#### **Milton Air Quality Working Party – 24 Nov 2014**

The Working Party had a very useful meeting with Sarah Hartley (Environment Agency). She updated the group on activities at the Milton Landfill Site. (Agenda Item 12)

#### **Fen Road, Chesterton (Cycle Bridge and Level Crossing) – 26 Nov and 1 Dec 2014**

I plan to attend the site visit and meeting to consider this crossing.

#### **SCDC Full Council - 27 Nov 2014**

I will make a verbal report of any items of interest.

### **17 Bills for Payment and Money Received, Budget figures**

It was **AGREED**

**to ratify and note the payments made under emergency measures in November 2014 (see Finance & Administration Committee minutes in Agenda Item 9).**

It was **AGREED (propose AB; second JM)**

**to confirm and agree payment of outstanding bills (payment vouchers in range 222-237; receipt vouchers in range 46-77).**

**18 Correspondence**

- Letter from Fenland Museum requesting grant: Declined, as parish council policy is to support only Milton-based organisations.
- Parish Planning Forum on 8<sup>th</sup> December 2014: AB and DS to attend.
- Renewal notice from Society of Local Council Clerks (SLCC) for 2015 Membership: to be put on January agenda.

**19 Dates of Next Meetings**

Planning Committee 15<sup>th</sup> December (7pm); Maintenance Committee 15<sup>th</sup> December (7.45pm); Staffing Committee 8<sup>th</sup> January 2015; Parish Council 12<sup>th</sup> January 2015

**20 Items and Reports for January agenda**

To be received by 5<sup>th</sup> January 2015

The meeting ended at 9.35pm.

Signed.....

Date.....